

**BOARD OF MADISON COUNTY COMMISSIONERS**  
**January 25, 2016, Meeting Minutes**

On Monday, January 25, 2016, a meeting of the Board of Madison County Commissioners came to order at 9:50 a.m. in the Commissioners' Conference Room of the Administrative Office Building in Virginia City, Montana, with Commissioners David Schulz, Chairman, Jim Hart, and Ron Nye present. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

Those people in attendance at the meeting were John Scully, Saza Lee, Kathleen Mumme, Kevin Barnes, Jake Stewart, Chris Hunt, Darcel Cook, Doris Fischer, Melissa Brummell, Billy Whitehurst, and Katherine Smith.

**Approval of Minutes:** Jim Hart moved to approve the January 11, 2016, meeting minutes as presented. Ron Nye seconded the motion. All voted aye and the motion carried.

**Claims:** The Board approved claims.

**Mental Health Local Advisory Council Resignations:** Following discussion, Ron Nye moved to accept the resignations of Linda Dixon and Susan Paige from the Mental Health Local Advisory Council and to advertise the vacancies. Jim Hart seconded the motion. All voted aye and the motion carried.

**Board Appointments:** Following discussion, Jim Hart moved to re-appoint the following board members to their respective boards: Scott Payne and Beau Bradley to the Airport Board for three year terms that will expire on December 31, 2018; LaTasha Garrison to the Big Hole River Advisory Board for a three year term that will expire on December 31, 2018; Chad Armstrong, Nick Novich, and Bill Holden to the Fair Board for two year terms that will expire on December 31, 2017; Rick Sandru and Gary Clark to the Livestock Protective Committee for two year terms that will expire on December 31, 2017; Jim Hart to the Mental Health Local Advisory Council for a one year term that will expire on December 31, 2016; Claire Leonard, Melissa Brummel, and Margaret Ore to the Mental Health Local Advisory Council for four year terms that will expire on December 31, 2019; Becky Kington to the Twin Bridges Mosquito District Board for a three year term that will expire on December 31, 2018; Dave Maddison, John Fountain, Darlene Tussing, Ethan Kunard, and Rita Owens to the Planning Board for two year terms that will expire on December 31, 2017; Melinda Tichenor and Dr. RD Marks to the Public Health Board for three year terms that will expire on December 31, 2018; Robert Loveland to the Senior Citizens' Advisory Board for a three year term that will expire on December 31, 2018; Ed Armstrong to the Solid Waste Board for a three year term that will expire on December 31, 2018; Paul Marsh to the Tax Appeal Board for a three year term that will expire on December 31, 2018; Todd Durham and Charlie Gilman to the Weed Board for a three year terms that will expire on December 31, 2018; Walter Shaw to the Cardwell Cemetery Board, John Galiger to the Laurin Cemetery Board, Maureen Cheney Curnow to the Madison Valley Cemetery Board, Steve Jackson to the Pioneer Cemetery Board, Michael Walter to the Sheridan Cemetery Board, Dick Flager to the Taylor Cemetery Board, and Jeanne Elpel to the Twin Bridges Cemetery Board, all for three year terms that will expire on December 31, 2018. Ron Nye seconded the motion. All voted aye and the motion carried.

**Permission for Big Sky Chamber of Commerce TEDD Subcommittee to work with Dorsey Whitney and Madison County Legal Staff:** Kevin Germain, Lone Mountain Land Company, participated in this portion of the meeting via telephone. John Scully, Ennis School, was present for this portion of the meeting. Kevin explained that a group of people from Big Sky are working to create a TEDD/TIF that is appropriate for Big Sky. He stated they are working with an attorney from the Galik Law Firm to ensure that the proposal conforms with State law. He stated that in discussions regarding bond council, all roads lead to Dorsey and Whitney. Kevin suggested that Madison County engage with Dorsey and Whitney for services related to the creation of a district with the understanding that Big Sky would reimburse the County for the cost of these services. This way all parties would be on the same page and involved in all discussions. Kevin stated that it needs to be determined if Big Sky is eligible to create such a district, which they think they are, and that there is a question related to zoning that

needs to be resolved. There was also discussion related to having two counties, Madison and Gallatin, involved in the district. David Schulz stated that he would like to get the County Attorney involved and up to speed on the creation of a district before it goes any further. John Scully stated that working together with Dorsey and Whitney, or any bond council, would create a conflict of interest and that not everyone in Madison County is in favor of creating a district of this type. John gave specific reasons for his position and stated that the Board should be allowed to review a petition before any action is taken. Following much discussion, it was determined that Jim Hart would contact the County Attorney to set up a meeting to further discuss the issue and that all parties would be notified of the meeting.

**Public Discussion:** Saza Lee, newly hired administrator for the Tobacco Root Mountains Care Center, stopped in at the meeting. David Schulz introduced him to those present.

**SHRAB Student Archivist:** Kathleen Mumme, Clerk and Recorder, met with the Board to request authorization to submit a request for on-site assistance from two graduate level student archivists to provide up to 400 hours of archival project assistance to a Montana Heritage institution over the summer of 2016. Kathleen stated that it is a long shot for Madison County to receive this assistance because only two projects are awarded each year. After discussion, Jim Hart moved to approve the submission of the 2016 Montana State Historical Records Advisory Board Student Archivist Program Institutional Application. Ron Nye seconded the motion. All voted aye and the motion carried.

**Madison Valley Search and Rescue Annual Training Plan:** Kevin Barnes and Jake Stewart, Madison Valley Search and Rescue, presented the Board with the Madison Valley Search and Rescue Training Calendar for 2016 and reviewed the calendar. Kevin noted that they have created team breakouts with a different team leader for each breakout. The breakouts include a Snow Team, an Incident Command Team, a Dog Team, and a Drone Team. Kevin stated the Ruby Search and Rescue is always welcome to join their trainings; that they currently have 26 members on the roster, and that they are updating equipment a little at a time using funds from the mill levy. There was also discussion regarding ownership of the building. Kevin stated that the Search and Rescue owns the building and that maintenance, etc. comes from funds donated by Thexton.

**Servers for Dispatch and TRMCC:** Chris Hunt, IT, met with the Board to discuss the need for new computers at the Sheriff's Department and the Tobacco Root Mountains Care Center. Chris presented estimates for computers in the Sheriff's Department. After review, Jim Hart moved to approve Order Confirmation #S43223910 in the amount of \$6,711.40 and Pricing Proposal #10894012 in the amount of \$1,563.66 from SHI International Corporation for the purchase of hardware and software for the Sheriff's Department, E911 Center, for a total amount of \$8,275.06. Ron Nye seconded the motion. All voted aye and the motion carried. Chris stated that he should be able to keep the system at the TRMCC running for another year before hardware needs to be replaced. There was also discussion regarding the transfer of information from one program to another on the Sheriff's system and that they are no longer moving forward with that project.

**Public Hearing on County Office Hours – Resolution Setting Office Hours:** Chairman Schulz opened the public hearing on County Office Hours at 1:17 p.m. No members of the public were present for the hearing. Jim Hart read the proposed resolution. Hearing no public comment, the hearing was closed at 1:30 p.m. Following discussion, Jim Hart moved to adopt Resolution 4-2016, a resolution setting county office hours. Ron Nye seconded the motion. All voted aye and the motion carried.

Darcel Cook, Madison Valley Manor Administrator, met with the Board to discuss the following topics:

- **Purchase Requests:** Darcel distributed pictures of cabinets that she would like to purchase for storage in the bath house. She also proposed purchasing a microwave cart for the bath house, to put next to the tub for residents personal items while using the bathhouse. These items would come from CDBG funding as part of the renovation project. Another item coming from the CDBG budget would be faux wood glove boxes. Darcel would like to purchase this type of glove box in an effort to make the rooms look more homey. Curtains were also discussed and a mock-up will be purchased before the final order is submitted. After discussion, Jim Hart moved to authorize the purchase of 2 large cabinets at \$451.99 each, 2 smaller cabinets at \$306.99 each, 1 microwave cart at \$104.36, 24 glove boxes at \$44.04 each, and 17 sets of pinch pleat drapes at \$643.46 for a total of \$10,938.85. Ron Nye seconded the motion. All voted aye and the motion carried. Darcel stated that she also plans to purchase nesting tables for the Sunroom but that she

does not have an exact price yet and the funds for the tables would come from donations rather than the CDBG project. Another item presented for approval was computers. Darcel reviewed a list of computers that are needed for the facility, noting that they are the same as the other computers at the Manor, funds are available in the computer portion of the budget, and Chris Hunt helped with determining which computers to purchase. Ron Nye moved to approve the quote from DakTech in the amount of \$849 for computers for the Madison Valley Manor. Jim Hart seconded the motion. All voted aye and the motion carried.

- **CDBG Pay Request:** Darcel noted that the CDBG pay request was not ready at this time and will put it on a future agenda.

- **Manor Update:** Darcel gave a brief update on the Manor, noting that a certified CNA moved to Ennis and was hired by the Manor. This relieved the need for emergency call-in pay and agency employees. Darcel also discussed bringing a motivational speaker to the Manor and suggestions she may have for the architects on the renovation project.

**Western Service Area Authority Grant Agreement:** Doris Fischer, Mental Health Local Advisory Council, met with the Board to discuss a grant agreement for the Mental Health Local Advisory Council. Doris explained that these grant funds come from DPHHS and would be used for text books for the Mental Health First Aid USA Training Course. She further stated that the County Attorney has reviewed the grant agreement. Following discussion, Ron Nye moved to accept the Agreement between Western Service Area Authority and Madison County for a mini-grant of \$250 to offset the cost of Mental Health First Aid training manuals for Future classes. Jim Hart seconded the motion. All voted aye and the motion carried.

**Roadmap to Ready Training Program and Preparedness Summit Attendance:** Melissa Brummell, Public Health Nurse, met with the Board to discuss a training opportunity in Texas in April. Melissa explained there were actually two trainings. The first is a training and mentoring program to assist emergency preparedness coordinators with public health preparedness. The second is a four day preparedness summit, Planning Today for Rebuilding Tomorrow. Melissa stated this training would go towards the PHEP grant and that there are funds in the budget to cover it. Following discussion, Ron Nye moved to approve Melissa's request to attend the Roadmap to Ready Program and the Preparedness Summit, Planning Today for Rebuilding Tomorrow: Resiliency and Recovery in the 21<sup>st</sup> Century, both in Dallas, Texas, beginning on April 18, 2016, as presented. Jim Hart seconded the motion. All voted aye and the motion carried.

**Extension Update:** Billy Whitehurst, Madison-Jefferson Extension Agent, Katherine Smith, Ag Education and 4-H Program Assistant met with the Board to give an update on Extension/4-H topics. Billy presented the Board with a spreadsheet that Katherine developed showing a breakdown of 4-H enrollment for the past two years, a gender breakdown, a place of residence breakdown, and the number of participants over the past six years. There was discussion related to the types of projects being shown at the fair, upgrading and/or expanding fair facilities to meet the increasing needs, and possible expansion of the Extension Office. Billy also noted that Rancher Roundtable attendance is up, they are pooling resources with the Conservation Districts when they are able to, and that woodworking, welding, and similar projects are increasing.

**Cell Phone Stipends:** The Board reviewed a proposed cell phone policy and will ask the HR Specialist to review it before taking action.

**Airports:** The Board reviewed and discussed the following airport related documents. Lance Bowser, Robert Peccia and Associates, participated in this portion of the meeting via telephone.

- **Risk Assessment:** Lance stated that this is an FAA document that needs to be completed by the County and that it was forwarded to the Commissioners' Office.

- **Recommendation of Award – Pavlik Electric:** Following discussion, Jim Hart moved to approve the Recommendation of Award for Ennis Big Sky Airport Improvements, AIP 3-30-0090-016-2016, requesting the FAA's official concurrence in award to the lowest bidder, Pavlik Electric Company, Inc, of Missoula, Montana for an offered Base Bid and Additive Alternative #2 totaling \$105,800, with Additive Alternative #1 excluded from the determination of the low bidder. Ron Nye seconded the motion. All voted aye and the motion carried.

- **NPE Transfer Agreement:** Lance discussed the NPE transfer agreement noting that the Townsend Airport is loaning funds to Madison County, and that Madison County will pay the funds back in 2020 funding cycle. Following review, Jim Hart moved to approve the Agreement for Transfer of

Entitlements from Ennis Big Sky Airport (EKS) to Townsend Airport (8U8) in the amount of \$150,000 in Fiscal Year 2020, contingent upon approval of the County Attorney. Ron Nye seconded the motion. All voted aye and the motion carried.

• **Ennis Airport Land Acquisition(s):** Following review, Jim Hart moved to approve Task Order Number Twelve, Agreement to Furnish Engineering Services to Madison County for Improvements to the Ennis Big Sky Airport, Project Administration – AIP-016-2016, between Robert Peccia and Associates and Madison County, for a lump sum amount of \$7,500. Ron Nye seconded the motion. All voted aye and the motion carried.

• **Engineering Contracts (AIP-016 – AWOS III and Land 10A & 10B) – Land Acquisition Services (Lots 10A & 10B), and FAA Project Administration:** Following review, Jim Hart moved to approve Task Order Number Thirteen, Agreement to Furnish Engineering Services to Madison County for Improvements to the Ennis Big Sky Airport, Land Acquisition Services – Tracts 10A and 10B, between Robert Peccia and Associates and Madison County, for a lump sum amount of \$18,670. Ron Nye seconded the motion. All voted aye and the motion carried.

• **Record of Engineering Selection and Contract Negotiations – AIP-016:** Following discussion, Jim Hart moved to approve the Record of Engineering Selection and Contract Negotiations for the Ennis Big Sky Airport Improvement Project, AIP 3-30-0090-015-2015, selecting Robert Peccia and Associates as the Madison County Airport Engineer for future projects for the next five years. Ron Nye seconded the motion. All voted aye and the motion carried.

**Former Annex Building Status:** This topic was continued to Tuesday, January 26, 2016.

**DNRC Land Use License # 3073314:** Following review, Ron Nye moved to approve Land Use License #3073314, whereby the Montana Department of Natural Resources and Conservation grants the Madison County Sheriff's Department a land use license to obtain described rights for a limited term in lands in the Southwest Quarter of Section 29, Township 3 South, Range 6 West, for an annual amount of \$544.52. Jim Hart seconded the motion. All voted aye and the motion carried.

**Resolution Authorizing Sick Leave Donations:** The Board reviewed a proposed resolution related to sick leave donations and will request the HR Specialist to review it before taking action.

**Blaine Springs Secondary Route 249 Resolution:** Following review, Jim Hart moved to approve County Resolution 6-2016, a resolution confirming that the Montana Transportation has designated a highway approximately 11.8 miles in length in Madison County as Secondary Route No. 249 and that Madison County concurs with that designation and has reviewed and approved plans for Secondary Project No. STPB 249-1(8)7; Blaine Spring CR – 8 MS Ennis; UPN 8075000. Ron Nye seconded the motion. All voted aye and the motion carried.

**Request to Delete Mobile Home from Tax Rolls:** Following discussion, Ron Nye moved to request you to delete the 2015 mobile home taxes for Geo Code 0999-23-1-01-05-8002, a 1962 Krop mobile home, because it has been burned. Jim Hart seconded the motion. All voted aye and the motion carried.

**Modification of Agreement for South Boulder/Mill Creek RAC Funds:** This item was continued to the next regular meeting.

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**Tuesday, January 26, 2016:** The meeting reconvened at 10:30 a.m. on Tuesday, January 26, 2016, with Commissioners David Schulz, Chairman, and Jim Hart present. Laurie Buyan, Commissioners' Assistant, was present to take minutes.

**Former Annex Building Status:** Following discussion, Jim Hart moved to enter into a Basic Rental Agreement/Residential with Transatlantic Contracting Corporation for the County owned property located at 203 North Broadway and 205 North Broadway in Virginia City, Montana, for the amount of \$1200 per month with a \$1200 security deposit. David Schulz seconded the motion. All voted aye and the motion carried.

With no further business, the meeting was adjourned at 5:45 p.m.

**Next meeting:** Because the Commissioners will not be holding a regular meeting on February 1, 2016, as they will be attending the Montana Association of Counties Mid-Winter Conference in Helena, Montana, the next regular Commission meeting will be held on Monday, February 8, 2016, beginning at 9:30 a.m. in the Commissioners' Conference Room in Virginia City, Montana.

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David Schulz, Chairman  
Board of Madison County Commissioners

Date Approved: February 8, 2016

Minutes prepared by:

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Laurie Buyan, Commissioners' Assistant

Attest: \_\_\_\_\_  
Kathleen Mumme, Clerk and Recorder, Madison County